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PART I

IMPORTANT GOVERNMENT ORDERS

CHIEF SECRETARIAT

Publishes Rules for the Accommodation of Guests at the Hyderabad Government Houses at Delhi, Bombay and Ooty.

OFFICIAL MEMORANDUM.

O.M. No., CH.S. 18669-769—MISC. 162-52-1, DATED BANGALORE,

THE 10TH MARCH 1953.

A copy of the Rules of the Hyderabad Government for accommodation in the Guest Houses at Delhi, Bombay and Ooty, is appended herewith.

2. The Government of Hyderabad have agreed to accommodate Mysore Government officers in accordance with these rules, subject to the availability of accommodation.

N. PUTTARANGASWAMY,
Chief Secretary to Government.

ANNEXURE.

RULES FOR THE ACCOMMODATION OF THE GUESTS AT THE HYDERABAD GOVERNMENT HOUSES AT DELHI, BOMBAY AND OOTY.

1. (i) *Reservation*.—Accommodation at the Government Guest Houses is intended for the Hon'ble Ministers and officers of the Hyderabad Government, visiting Delhi, Bombay and Ootacamund on duty. An advance intimation to the Chief Secretary regarding Ministers, and permission from the Chief Secretary in writing, will be necessary. Accommodation will also be provided for Ministers and officers of other Governments, if available, by special request to the Chief Secretary.

(ii) *Reservation* in favour of a Gazetted officer on duty usually carries the right to occupy. Such reservation may, however, be cancelled by the controlling officer (*i.e.*, the Chief Secretary to Government) in favour of some other officer or Minister with a higher priority. The requisition for reservation should be made to the controlling officer in advance, say eight days before the date from which the accommodation is required, and unless instructions to the respective Superintendents of the Guest Houses are issued, it should not be taken for granted that the reservation is acceded to. However, in special cases, where notice of one week cannot be given for unavoidable reasons, four days' notice is inevitable.

Accommodation will be provided, if available and if not required for higher priority purposes. The Hyderabad Ministers and officers will get priority over Ministers and officers of other States.

2. Stay of over six days in case of Hyderabad officers and four days in case of other State Officers, will not normally be permitted. However, the Chief Secretary may permit extensions on prior notice if accommodation is available.

3. *Charges*.—

(A) BOARD.—

(a) For single person	Vegetarian (I.G. Rs.)			Non-Vegetarian (I.G. Rs.)		
	Rs.	a.	p.	Rs.	a.	p.
Bed Tea ...	0	6	0	0	6	0
Breakfast ...	1	0	0	1	8	0
Lunch ...	2	0	0	2	8	0
Afternoon tea ...	0	10	0	0	10	0
Dinner ...	2	8	0	3	0	0
Total ...	6	8	0	8	0	0
(b) For couple ...	12	0	0	15	0	0
(c) For Children between 3 and 12 years ...	3	4	0	4	0	0
(d) For Children below 3 years ...	Actual charges of milk and other food, which will be supplied on payment if sufficient notice is given.					

On the days of arrival and departure, the cost of actual meals taken will be charged as per schedule given above. For other days, full charges will be levied, but, in case any meal is not taken (for which a minimum notice of 6 hours will be required) a rebate will be given at the following rates:—

	Vegetarian (I.G. Rs.)			Non-Vegetarian (I.G. Rs.)		
	Rs.	a.	p.	Rs.	a.	p.
Breakfast ...	0	12	0	1	4	0
Lunch ...	1	8	0	2	0	0
Afternoon tea ...	0	8	0	0	8	0
Dinner ...	2	0	0	2	8	0

(B) LODGING.—

(a) For Hyderabad Ministers and officers ...

Allotted single room

I.G. Rs. 2 per day

Sharing double room

Do ...

I.G. Rs. 2 per day

Occupying double room on request

I.G. Rs. 3 per day

(b) For Ministers and officers of other Governments ...

Allotted single room

I.G. Rs. 3 per day

Sharing double room

I.G. Rs. 3 per day

Occupying double room on request

I.G. Rs. 4 per day

The above rates shall also be applicable to casual guests, if any, of occupants. Twelve hours' notice should be given by the occupant to the Superintendent in writing, in case entertaining of guests in the Guest Houses is intended. Normally there shall be no large entertainments without previous permission.

4. *Breakages and Losses.*—Those occupying the Guest Houses will be responsible for the breakages and losses caused by them, their family members, guests, their staff or servants. In cases of breakages, recovery will be made from the party concerned at 100 per cent of the original book value or the market value, whichever is higher.

5. *Government Cars.*—The cars of the Guest Houses will be provided on request if available, and if not already booked for some other guest, by the Superintendent. Charges will be levied at the rate of Re. 0-7-0 per mile irrespective of the size of the car. An additional charge of Re. 0-6-0 per hour or part of an hour (after the 1st hour) will be levied as waiting charges.

If full details regarding the time of arrival at the respective Railway Station or Airport are given in advance and if so desired the Superintendents will arrange for a Government car to meet a guest at the Railway Station or Airport. This, however, cannot be guaranteed as the car may have been booked earlier for another engagement. Both for receiving and transporting a guest, at or to the Station or Airport, charges will be made for journey by car both ways.

6. *Deposits.*—Every guest will have to deposit in advance an amount calculated at 75 per cent of the approximate total charges for the stay for each of the members of the party with the Superintendent of the Guest House. At the time of his leaving the Guest House final payments will be made, and the balance, if any, out of the initial deposit will be returned.

7. *Trunk Calls.*—No trunk call will be made without the knowledge of the Superintendent, and signature of the guest in the Register kept for the purpose. Charges in this respect will be paid by the party before making the call; a schedule of rates will be kept at the Guest House and charges made accordingly.

8. *General.*—(i) A register will be kept in charge of the Superintendent of the Guest Houses in which all the guests should enter the names, designation, date and time of arrival as soon as they arrive at the Guest House. Similarly at the time of departure, entries should be made in the Register about time of departure and the amounts paid.

(ii) Guests are requested to enter complaints or suggestions in the Register maintained at the Houses at respective places or communicate by letter to the Chief Secretary to Government, General Administration Department.

9. A copy of these rules together with a list of furniture and crockery, etc., available in Guest rooms will be hung in every room of all the Guest Houses for the information of the visitors.

10. The co-operation of the guests is earnestly solicited.

K. SRINIVASAN,

Chief Secretary to Government.

Dated 20th January 1953.